

BOARD OF MADISON COUNTY COMMISSIONERS
June 6, 2016, Meeting Minutes

On Monday, June 6, 2016, a meeting of the Board of Madison County Commissioners came to order at 10:08 a.m. in the Commissioners' Conference Room of the Administrative Office Building in Virginia City, Montana, with Commissioners David Schulz, Chairman, Jim Hart, and Ron Nye present. Laurie Buyan, Commissioners' Assistant, was present to take minutes.

Those people in attendance at the meeting were Dale Davis, Summer Fellows, Gerry Keogh, Leona Stredwick, Dustin Tetrault, Darcel Cook, David Stinar, Billie Ratcliffe, Dick Barr, Chris Christensen, John Armstrong, Roger Thompson, Shelly Burke, Vicki Tilstra, Karen Miller, Ken Walsh, and Jani Flinn.

Dan Allhands, District 1 Commissioner Candidate, was present to observe the meeting.

Approval of Minutes: Ron Nye moved to approve the May 23, 2016, meeting minutes as presented. Jim Hart seconded the motion. Ron Nye and David Schulz voted aye. Jim Hart abstained from voting as he was not present for that meeting. The motion carried on a majority vote. Jim Hart moved to approve the May 24, 2016, preliminary budget hearing minutes with corrections. Ron Nye seconded the motion. All voted aye and the motion carried. Ron Nye moved to approve the June 1, 2016, special meeting minutes as presented. Jim Hart seconded the motion. All voted aye and the motion carried.

Claims: The Board approved claims.

Ennis Road Crew Selection: Based on interviews, recommendations of the Human Resource Specialist and the Ennis Road Foreman, and after discussions with references, Jim Hart moved to offer the Ennis Road Crew position to Matt Vrabel of Alder, Montana, beginning Monday, June 13, 2016, with a starting hourly wage of \$17.14 per hour. Ron Nye seconded the motion. All voted aye and the motion carried.

Leona Stredwick, Planning Technician, met with the Board to discuss the following topics:

- **Big Springs 3 – Preliminary Plat:** Leona reviewed the staff report for the Big Springs Village PUD Phase 3 which is a proposal to create a 1.47 acre lot for 4 condominiums in two duplex buildings with associated ODP and PUD updates on the east side of Yellowstone Mountain Club Trail northeast of the pond at Warren Miller Lodge. Leona noted that the proposal includes a request for a waiver for sign color and a waiver for road width. Jim Hart asked about employee housing, wildlife, and the issue of no fire chief. Following discussion, Jim Hart moved to adopt the Findings of Fact, and approve the modified Overall Development Plan with conditions, approve the modified Planned Unit Development, and to approve the preliminary plat of Big Springs Village Phase 3, in the northwest quarter of Section 7, Township 7 South, Range 3 East, PMM, as recommended by the Planning Board. Ron Nye seconded the motion. All voted aye and the motion carried.
- **Planning Board Summary:** Leona reviewed the Planning Board summary from the April 25 and May 23 Planning Board meetings. Topics of discussion included the presentation of the Beaver Chew Land Swap, Floodplain regulations, rural improvement districts and Homeowners' Associations, the proposed Development Coordinator, the proposed Big Sky TIF/TEDD, Planning Board membership and appointments, pre-applications, Capital Improvement Plan update, goals and objectives, budget, and Planning Board member reports.

Journal Vouchers: Ron Nye moved to approve journal vouchers for the 5/16 accounting period. Jim Hart seconded the motion. All voted aye and the motion carried.

Hansen Pit Gravel Agreement: Following review, Ron Nye moved to accept an agreement between Jim Gilman Excavating and Hansen Ranch and Madison County for opencut mining by the County at the Hansen Pit site located approximately six miles south of Whitehall, Montana. Jim Hart seconded the motion. All voted aye and the motion carried.

Ousel Falls Chip Seal Notice of Award: Following review, Jim Hart moved to approve the Notice of Award to Knife River of Belgrade, for chip sealing in the Ousel Falls RID, noting that the amount shown on the notice is combined with other projects in Gallatin County and that only a portion will be paid from the Madison County RID assessments. Ron Nye seconded the motion. All voted aye and the motion carried.

Ambulance Concerns and Mutual Aide Agreement: Dale Davis, Whitehall Mayor, Summer Fellows, Whitehall Town Clerk, Gerry Keogh, Whitehall Town Council, and Dustin Tetrault, Director of Emergency Management, met with the Board to discuss an agreement for mutual aid for ambulance services in the northern end of Madison County. Dale Davis noted that they would like to have an agreement in place similar to the one with Ennis because the Harrison QRU has disbanded. There was further discussion regarding another ambulance service in the Whitehall area. Summer Fellows noted that right now the ambulance services run on fees only and that no tax money goes toward funding the service. Dustin Tetrault stated that all the mutual aid agreements in Madison County go through him and that he is working with the fire chiefs on other and will add this one to the list. There was also discussion regarding the possible purchase of a fire truck for the Mammoth area and Dustin noted that he is having his new truck equipped and signed off as a Basic Life Support vehicle which will give Madison County another option if needed.

Darcel Cook, Madison Valley Manor Administrator, met with the Board to discuss the following topics.

- **Madison Valley Manor CDBG Grant Closeout:** Darcel stated that the carpenters are working on the final punch list for the renovation project and are definitely at the substantial completion stage. She reviewed a list of items that have been identified, stating that several of the items have already been completed. Following discussion, Jim Hart moved to approve the Certificate of Substantial Completion, dated June 6, 2016, to Lutey Construction-The Craftsman for the Madison Valley Manor Renovation Project. Ron Nye seconded the motion. All voted aye and the motion carried.
- **Madison Valley Manor Renovation Project:** Darcel discussed remaining items that she would like to purchase for the Manor. She stated that Sandy from Dillon Drapery would be there this afternoon to give her a quote on blinds for the sunroom. She further stated that the tiki bar that was used for Happy Hour had been pretty much destroyed during the project and that she would like to replace it. Following discussion, Jim Hart moved to approve the purchase of a "Best of Times Patio Bar" for the amount of \$525. Ron Nye seconded the motion. All voted aye and the motion carried. Darcel also discussed the need for a new garbage truck, stating that she had located one for \$13,812. After discussion, the Board agreed that Darcel should have a mechanic look at it before she buys it. They requested that she come back for final approval before purchasing it. Darcel presented the Board with a quote for tables and chairs for the dining room, noting that the chairs are stackable, have vinyl seats for easy cleaning, and have a twelve year warranty. Following discussion, Jim Hart moved to authorize up to \$18,220 for the purchase of 10 Scooter dining tables and 40 dining chairs for the Madison Valley Manor. Ron Nye seconded the motion. All voted aye and the motion carried.

AirMedCare Network Municipal Site Membership Agreement: David Stinar, AirMedCare Network, met with the Board to discuss renewal of an agreement for air ambulance services. There was much discussion regarding positive input the Board has received for offering this service and people who have been helped through the program. Following discussion, Ron Nye moved to renew the AirMedCare Network Municipal Site Membership for Madison County, Montana, effective July 1, 2016, through June 30, 2016, for the amount of \$34,419, for transport of Madison County residents from a location in Madison or Gallatin County. Jim Hart seconded the motion. All voted aye and the motion carried.

Air Ambulance Letter from Commissioners to Residents: The Board reviewed a letter regarding the fact that AirMedCare Network may not always be the carrier that is chosen to transport each County resident and explaining why this might be the case. David Stinar reviewed the letter and made changes related to the name of carriers and suggested that the new sales manager, Susanne Hill, be added as a contact person. Following review, Jim Hart moved to the Air Ambulance Membership Benefits letter, dated July 1, 2016, with changes suggested by Mr. Stinar. Ron Nye seconded the motion. Jim Hart and Ron Nye voted aye. David Schulz abstained from voting. The motion carried on a majority vote.

Road Grader Bid: Following discussion, Jim Hart moved to encourage Ron to advertise for bids for a Motor Grader for the Twin Bridges Road Department. Ron Nye seconded the motion. All voted aye and the motion carried.

Jefferson Island Invoices: The Board reviewed invoices for work that was performed by Smith Contracting. Ron stated that he talked to Frosty and to Dan Happel and both confirmed that the work had been done. After discussion, Jim Hart moved to authorize payment of Invoice #283040, in the amount of \$660, and Invoice #283130, in the amount of \$5900, from Smith Contracting of Butte, Montana, and to take the payment from the general road account after updating the invoices to the current date. Ron Nye seconded the motion. All voted aye and the motion carried.

Airports – Big Sky (Ennis) Pay Requests: Following review, Jim Hart moved to approve Pay Request #4 for Big Sky (Ennis) Airport Improvements (AIP 3-30-0090-014-2015) in the amount of \$15,708.50. Ron Nye seconded the motion. All voted aye and the motion carried. Jim Hart moved to approve Pay Request #4 for Big Sky (Ennis) Airport Improvements (AIP 3-30-0090-016-2016) in the amount of \$14,000. Ron Nye seconded the motion. All voted aye and the motion carried. Jim Hart moved to approve Pay Request #3 for Big Sky (Ennis) Airport Improvements (AIP 3-30-0090-015-2015) in the amount of \$272,521.36. Ron Nye seconded the motion. All voted aye and the motion carried. Jim Hart moved to approve Pay Request #5 for Big Sky (Ennis) Airport Improvements (AIP 3-30-0090-013-2014) in the amount of \$89,473.87. Ron Nye seconded the motion. All voted aye and the motion carried.

Great West Engineering CIP Drawdown #1: Following review, Ron Nye moved to approve the Treasure State Endowment Program Request for Funds, Drawdown #1, for Preliminary Engineering Grants for the Madison County Capital Improvements Plan, Contract Number MT-TSEP-PL-15-828, in the amount of \$8,017.05, as prepared by Great West Engineering. Jim Hart seconded the motion. All voted aye and the motion carried.

Great West Engineering Bridge PER Drawdown #2: Following review, Ron Nye moved to approve the Treasure State Endowment Program Request for Funds, Drawdown #1 for Preliminary Engineering Grants for the Madison County Bridge PER, Contract Number MT-TSEP-PL-15-884, in the amount of \$12,999.87, as prepared by Great West Engineering. Jim Hart seconded the motion. All voted aye and the motion carried.

Security System for Administration Building: Roger Thompson, Sheriff, met with the Board to discuss bids he has received for the Administrative Office Building. Roger explained that he initially planned on purchasing a DVD player that would work for both digital and analog recordings. He has since did further investigation into the systems and is checking on pricing if the two buildings were monitored on separate DVD players. There was further discussion on how many fobs are needed in each building.

Communications Officer Job Description: Following review, Ron Nye moved to approve the Communications Officer job description as submitted and updated by the Communications Coordinator. Jim Hart seconded the motion. All voted aye and the motion carried.

Compensation Board Meeting: At 3:00 p.m. the meeting was moved to the Public Meeting Room on the first floor of the Administrative Office Building to conduct a Compensation Board Meeting. Chris Christensen, County Attorney, Roger Thompson, Sheriff, Shelly Burke, Treasurer, Vicki Tilstra, Finance Officer, Karen Miller, Clerk of Court, and Billie Ratcliffe, Dick Barr, John Armstrong, and Ken Walsh, Public Compensation Board members were present for this portion of the meeting. David Schulz opened the discussion by stating that the meeting is statutorily mandated to deal with two topics: the increase on the Clerk and Recorder's salary and the increase on the County Attorney's salary. Discussion included the 2015 increase in the CPI, which was .01%; the amount of insurance being paid by the County for full-time employees versus part-time employees and the increase in premiums this year and in previous years; the financial status of the County; tax money that is generated in the Big Sky area and funding that goes back to the area; mandatory longevity for sheriffs and deputies. Following discussion, Dick Barr moved to recommend a 1% increase in the Clerk and Recorder's salary. Ken Walsh seconded the motion. All voted

aye and the motion carried. After further discussion, Ken Walsh moved to recommend giving the County Attorney a 1% increase in salary. Billie Ratcliffe seconded the motion all voted aye and the motion carried.

Sheridan Cemetery Board Appointment: After review of the application, Ron Nye moved to appoint Ty Todd as a trustee on the Sheridan Cemetery Board to fulfill an unexpired three year term that will expire on December 31, 2017. Jim Hart seconded the motion. All voted aye and the motion carried.

Virginia City Cemetery Board Appointment: After contacting a member of the current Board and reviewing the application, Ron Nye moved to appoint Grant T. Brook as a trustee on the Virginia City Cemetery Board to fulfill an unexpired term that will expire on May 1, 2018. Jim Hart seconded the motion. All voted aye and the motion carried.

Stone Creek Road Erosion Control Plan: Following review, Ron Nye moved to approve an agreement from Basic Biological Service to perform erosion and sediment control services and road drainage improvements for Madison County on the Stone Creek Road, including a Scope of Work proposal for drainage improvements, for an amount not to exceed \$3500; and a Scope of Work proposal for cleaning the cattle guard for an amount not to exceed \$500. Jim Hart seconded the motion. All voted aye and the motion carried.

Mental Health LAC Grant Administration: The Board discussed the possibility of allowing the Mental Health Local Advisory Council to use a County employee to for duties associated to a grant that the Council will be submitting. The Board will further discuss this option with the Council when appropriate.

Calendars: The Board reviewed calendars.

With no further business, the meeting was adjourned at 5:25 p.m.

Next meeting: The next regular Commission meeting will be held on Monday, June 13, 2016, beginning at 9:30 a.m. in the Commissioners' Conference Room of the Administrative Office Building in Virginia City, Montana.

David Schulz, Chairman
Board of Madison County Commissioners

Date Approved: June 13, 2016

Minutes prepared by:

Laurie Buyan, Commissioners' Assistant

Attest: _____
Kathleen Mumme, Clerk and Recorder, Madison County